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NO CHANGE in Class. ☒ ☐

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Date: 010378 By:
MEMORANDUM FOR: Director of Central Intelligence

SUBJECT : Office of Training Mission and Objectives and Area-Language Programs

1. During the internal review of the Office of Training Budget Estimate for Fiscal Year 1953 and 1954 the Comptroller and Assistant Deputy Director (Administration) questioned the propriety of undertaking an extensive training program requiring that the Agency send students to foreign areas for training periods up to two years, during which time apparently little or no direct supervision is extended over them and no binding assurance that such trainees would remain with the Agency after their training period was completed.

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3. In addition, the Office of Training in accordance with two Regulations already approved authorizes the Director of Training to program prescribed courses of study at home and abroad for careerists who meet the requirements of any office in the Agency. Since such persons nominated and selected for training have, for security reasons, no operational duties to perform, direct field supervision of such personnel may therefore be limited.

4. Where some association of a trainee in the field with a CIA installation is deemed advisable arrangements can be made for direct supervision, in many cases, however, this will not be possible. Reliance must be placed on transcripts of grades from schools attended or on substantive reports returned to headquarters for evaluation. Armed with these reports the Director of Training can after consultation with the appropriate Assistant Director terminate the training of any student for failure to satisfy required achievement standards and fulfill the training demands of the supporting office.

5. To explain further, therefore the status of the Office of Training's accelerated programs for the specific purpose of justifying budgetary increases, the attachments have been prepared and are herewith submitted for your approval.

MATTHEW BAIRD
Director of Training

Attachments - 2
Statement of Mission and Major Objectives
of O/TR
Staff Study on O/TR Area-Language Programs

MORI/CDF